

## **BCT Meeting Minutes October 6, 1998**

The meeting began on October 6, 1998 at 9:00 a.m. and ended at 4:00pm., at the EPA offices in Dallas.

### **Attendees:**

Brian Skrobarcek (WPI)  
Gary Beyer (TNRCC/ Team IV)  
Tina Pavlo (OPTECH/GKDC)  
Chuck Meshako (AFBCA)  
Lisa Marie Price (EPA)  
Laura Stankosky (EPA)  
Abigail Power (TNRCC/ Region 13)  
William Ryan (Kelly AFB)  
Terry Schaumberg (Kelly AFB)  
Norma Landez (Kelly AFB)  
Gordon Banner (TNRCC)  
Mike Carrillo (EPA)  
Major Tom de Venoge (Kelly AFB)  
Tim Underwood (KPMG)  
Laurie Callaway (KPMG)  
Don Buelter (Kelly AFB)  
Captain Brian Sassaman (Kelly AFB)  
Ken Keibell (COE, Tulsa District)  
Captain Christopher Wolf (Kelly AFB)  
Dennis Thomas (COE, Tulsa District)  
Cathy Remmert (TNRCC)

### **Dates and sites for upcoming meetings:**

November 4-5, 1998, in Austin  
December 1-2, 1998, in San Antonio  
February 9-10, 1999, in San Antonio  
March 9-10, 1999, in San Antonio  
April 13-14, 1999, in San Antonio  
May 11-12, 1999, in San Antonio

### **Dates and sites for upcoming telecons:**

October 13, 1998  
October 27, 1998

## Tuesday

Date	Time	Lead	Support	Document	Comments	How will we know it's done?	Disposition
1. 10/6/98		Ryan, W.	BCT Members	Norm Scripture	William will review the team norms.	Team will agree to norms by consensus.	Closed- William presented team norms and consensus was reached.
2. 10/6/98		Callaway, L.	BCT Members	Develop a property transfer description-a map with bullet descriptions of potential CERFA parcels	Map will be presented at the BCT. Est. Time Req.: 45min.	Team approves map.	Closed- Laurie presented the property transfer description map. The generalized map was approved.
10/6/98				Break			
3. 10/6/98		Ryan, W.	BCT Members	Add Peer Review to the Pre-scope Process	Revise flow chart to be distributed to the BCT members. Added to BCT Agenda (9/29/98). Allow 5 min. for completion.	Team approves flowchart.	Closed- William presented the flow chart which the team approved.
4. 10/6/98		DeVenoge, T.	BCT Members	Natural Attenuation Parameters	Present the results of the Natural Attenuation sampling from the 1997 BRA. Est. Time Req.: 1.25 hr	Team accepts results by consensus.	Closed- Maj. De Venoge briefed the results of the BRA sampling. He noted that in some instances more data needed to be collected. The Major will update the BCT members and provide the latest information at the Nov. BCT.
5. 10/6/98		Meshako, C.	BCT Members	Propulsion Business Area Discussion	BCA will initiate discussion on the PBA award status. Est. Time Req.: 15 min.	Discussion closed.	Closed- Chuck briefed the BCT members on the PBA award status.
10/6/98				Lunch			
6. 10/6/98		DeVenoge, T.	BCT Members	RAB Preparation	Discuss information to be presented to the RAB. Est. Time Req.: 10min	Summary of information for the RAB is approved by consensus.	Closed- Maj. De Venoge presented the schedule of events for the next RAB. The team approved by consensus.

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7. 10/6/98		Ryan, W.	Posnick, A., Carrillo, M.	Update on progress for Backward-Planned Calendar for Kelly Clean-up	Develop a full backward-planned calendar for Kelly clean-up program. The goal for the July BCT is to reconcile the differences between the Compliance Plan schedule and the AF schedule for RCRA closure. Develop a schedule. Time estimate 30 minutes.	Team approves update.	Closed- William provided an update on the site-specific scheduling process. He noted that Zones 4 & 5 will be developed on 13-15 Oct. As part of a change in the schedule development process, the regulators will not be participating in the meeting. Alternatively, Kelly AFB will provide unconstrained versions of the schedules to be submitted to the regulators for their review and comment.
8. 10/6/98		Ryan, W.		Establish calendar of BCT meetings.	Each month we will consider extending the calendar of BCT meetings. Please bring your personal calendars. Call Lee at home. (520) 825-4734	Team approves meeting dates.	Closed- William reviewed the BCT calendar and the team approved the dates.
9. 10/6/98		Carillo, M.	BCT Members	Risk Calculations	Discuss EPA's Draft Letter (Oct 1) to Kelly AFB regarding risk assessment calculations. Est. time: 30 min.	Discussion closed. Any action items moving forward are approved by the team.	Closed- Mike (EPA) explained the EPA's Draft Letter noting the guidance would be provided to other regulated facilities.
10. 10/6/98		Landez, N.	Banner	SWMU Closure and Removal from the Compliance Plan	Clarify process and requirements for closing SWMUs and removing them from the compliance plan, i.e. Closing SWMUs which have released to groundwater. Est. time: 30 min.	Team approves clarified SWMU closure process.	Closed- Norma and Gordon discussed the process of SWMU closures and documentation requirements. It was decided that the SWMUs could be closed and removed from the active list in the compliance plan. Although, new section will be created to list the closed sites in the compliance plan for tracking purposes. After this discussion, the team approved the SWMU closure process.

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10/6/98				Break			
11.10/6/98		Banner, G.	BCT Members	Public Notice Discussion Question	Review Allan's Draft Paper sent to the team for the 8/4/98 BCT. KAFB, TNRCC, and EPA should come prepared to discuss this action item. If this action item cannot be completed at this BCT meeting, recommend having meetings with all parties at the TNRCC. Estimated time 1.5 hours.	Public notice procedures accepted by team consensus.	Closed- Gordon presented a draft letter outlining the public notice requirements. The public notice procedures were accepted by team consensus.
12.10/6/98		Banner, G.	BCT Members	Public Notice for Corrective Action. Is this the same as the previous item??	Initiate Discussion and Provide Flow Chart. Est. Time Req.: 0 hours.	Team approves flow chart.	Deleted by team consensus.
13.10/6/98		Brown, L.	BCT Members	Site D-10, 106 Order	Brief BCT on responsible party cleanup initiatives by Kelly JA/EM. Est. time: 20 min.	Briefing closed.	Closed- William briefed the AF position on Site D-10. After some discussion, Lisa (EPA) requested that Leslie (JA) contact her to provide additional issue specific information.
14.10/6/98		Ryan, W.	De Venoge, T., Posnick, A., Carrillo, M.	List of Documents Going to the RAB at the Conclusion of the Oct. BCT Meeting	Clarify which documents go to the RAB and the TRS at the close of the BCT Meeting.	List of documents going to the RAB was provided the team.	Closed- Maj. De Venoge provided the list of documents going to the RAB. Chuck recommended that FOSL's be added to the list. An additional action item was created accordingly.
15.10/6/98		Ryan, W.		BCT Teleconference Scheduling	Each month we will establish the coming schedule of teleconferences.	Teleconference schedule adopted by the team.	Closed- William reviewed and Oct. schedule of BCT Teleconference meetings. The schedule was adopted by the team. Next telecons October 13 and 27.
16.10/6/98		Ryan, W.		Begin November agenda	Each month we will begin to establish the next month's agenda at the end of the BCT meeting.	Team approves agenda items.	Closed- A draft agenda was reviewed as a result of this meeting and the "Next BCT Agenda" report. The team approved the preliminary agenda items.



### Draft November Agenda

Date	Time	Lead	Support	Document	Comments	How will we know it's done?	Disposition
1. 10/9/98		Underwood, T.	BCT Members	Provide Copies of the Hot Transfer Process			
2. 11/5/98		De Venoge, T.	BCT Members	Update on Natural Attenuation Parameters- Report to BCT.			
3. 10/13/98		Landez, N./Banner, G.	BCT Members	Meeting on Compliance Plan issues- Set Meeting Date.			
4. 10/13/98		Brown, L.	BCT Members	Report Status on D-10/106 Action – including time frame for DOD to Proceed			
5. 10/13/98		Meshako, C.	Skrobarcek, B.	Add FOSL's to the RAB document list			
6. 11/5/98		Landez, N.	BCT Members	Revise quick closure model based on public notice discussion for non-compliance plan SWMUs			
7. 10/7/98		Ryan, W.	De Venoge, T., Posnick, A., Carrillo, M.	List of Documents Going to the RAB at the Conclusion of the Oct. BCT Meeting	Clarify which documents go to the RAB and the TRS at the close of the BCT Meeting.	List of documents going to the RAB approved by the team.	
8. 10/7/98		Ryan, W.		BCT Teleconference Scheduling	Each month we will establish the coming schedule of teleconferences.	Teleconference schedule adopted by the team.	
9. 10/7/98		Ryan, W.		Begin November agenda	Each month we will begin to establish the next month's agenda at the end of the BCT meeting.	Team approves agenda items.	